

EXPENSE REPORT

| CONFERENCE EXPENSES | COST SAVING TIPS | COSTS |
|--|--|----------|
| Conference Registration | <ul style="list-style-type: none"> Register before September 15 to secure the lowest rate. Register in a group of two-four attendees and save 15% with discount code GROUP. <ul style="list-style-type: none"> o Register in a group of five or more and save over \$400 per person. Contact Kristy Keller at kkeller@accessintel.com for pricing details. Subscribers of <i>OR Manager</i> save 15% on registration | \$ _____ |
| Airfare | <ul style="list-style-type: none"> Use negotiated airline group codes to save 2-10% on air travel. | \$ _____ |
| Hotel | <ul style="list-style-type: none"> Take advantage of our special reduced rate at the Sheraton San Diego Hotel & Marina by mentioning OR Business Management Conference before January 5, 2019 or until rooms run out. Share a room with a colleague. | \$ _____ |
| Transportation | <ul style="list-style-type: none"> Share a cab. Hundreds of other attendees will be arriving when you do. Ask if they are attending ORBMC at the airport and ride together. The hotel also provides a free shuttle - the information is on our hotel & travel page | \$ _____ |
| Meals | <ul style="list-style-type: none"> Save by attending daily lunch functions, breaks, and other evening networking events during the conference. | \$ _____ |
| Sheraton San Diego Hotel & Marina | <ul style="list-style-type: none"> Day valet parking costs \$42 daily. | \$ _____ |

TOTAL: _____